



## CITIZEN POLICE ADVISORY REVIEW BOARD MEETING MINUTES

Chair Hart called the regular meeting of the Citizen Police Advisory Review Board (CPARB) to order on Tuesday, July 20, 2004 at 5:31 p.m. in the Mayor and Council Chambers, City Hall, 255 W. Alameda, Tucson, Arizona.

Commission Members	Representing	Present/Absent
Suzanne Elefante	Mayor	Present
Ida Wilber	Ward 1	Present (arrived at 5:33)
Elizabeth Bottka-Smith, Vice Chair	Ward 2	Present
Vicki Ann Hart, Chair	Ward 3	Present
Cynthia Schiesel	Ward 4	Present
Holli McGarry	Ward 5	Present
William O. Wills	Ward 6	Absent
Advisory Members		
Charles A. Lagattuta	CPARB	Present
Susan Thornton	CPARB	Present
Jeremy A. Tor	CPARB	Present
Barry Hirsch	CPARB	Present
Ex-Officio Non-Voting Members		
Andrea Ibáñez	City Manager's Office	Absent
Captain Bill Washington	TPD	Absent
Officer Steve Beller	TPOA	Present

Staff Present
Assistant Chief Kermit Miller, TPD
Lt. Jim McShea, TPD (representing Capt. Washington)
Lt. Perry Tarrant, TPD
Officer Larry Lopez, TPD
Liana Perez, Independent Police Auditor
Lewis M. Anderson, City Attorney's Office
Ceci Sotomayor, Recording Secretary
Visitors
Roy Warden
Marie Fortin
M. Williams
Ronald Manzi
Dante Manzi



		<p>police department. TPOA assists officers who may be facing disciplinary situations and helps them in the grievance process. Although the organization works hard to protect the rights and due process of the officers, it does not condone bad behavior. TPOA has approximately 800 members. It is very involved with the community and sponsors various projects such as "shop with a cop," fingerprinting and photographing children for identification purposes, various charities, and drug awareness activities. They also assist officers in personal and crisis situations. Ms. Wilber asked if officers were required to pay dues and what the dues were used for. Officer Lopez responded that officers pay dues and the majority of union dues go to legal counsel, some charity programs, and rent for office equipment.</p>	
5. Marie Fortin, citizen complaint		<ul style="list-style-type: none"> <li>Ms. Fortin presented her complaint reference the treatment her son by the Tucson Police Department during the arrest of her 15-year-old son. She alleges use of excessive force stemming from his injuries as a result of being shot 6 times with pepper balls. Ms. Fortin filled out a complaint with the Independent Police Auditor and the incident is currently being investigated by Tucson Police Department Internal Affairs.</li> <li>This item will be put on next month's agenda to allow TPD time to complete their investigation.</li> </ul>	<p>Lt. McShea will report on the progress of this case.</p>
6. Follow-up letter on citizen Roy Warden's complaints regarding Officer CK Walter.		<p>Draft letter was included in everyone's package. There were no recommended changes to the content. However, Ms. Bottka-Smith requested that the drafted letter be condensed to one page and completed with Mr. Warden's address. Chair Hart instructed that the letter be sent to Mr. Warden and a</p>	<p>City Clerk's Office will send the completed letter to Mr. Warden and Barbara LaWall.</p>





		<p>case and therefore is an inappropriate comment.</p> <p>B) 04-0079 By consensus, the Board agreed that the investigation was fair and thorough and has no concerns.</p> <p>C) 04-0203 By consensus, the Board agreed that the investigation was fair and thorough and has no concerns. CPARB commends Lt. Lara for doing a good job recognizing and sorting out the multiple complaints in this case. In the letter sent to the complainant, CPARB recommends that the letter detail the different complaints and give the disposition of each.</p>	
12. CPARB Customer Satisfaction Survey		<ul style="list-style-type: none"> <li>As of the July 1st, Lt. McShea reported that as of July 1<sup>st</sup>, his office has sent 51 letters to the City Clerk's office for processing. Three surveys were returned completed and two were returned undeliverable.</li> <li>Ms. Bottka-Smith asked the City Clerk's office to note how many surveys come back "not deliverable" in order to keep statistics on return rates.</li> <li>There was a discussion on the possibility of inserting the case number on the surveys which would allow CPARB to follow up. However, it was decided that this would take away from the anonymity of the surveys. Lt. McShea suggested adding a statement to the survey which would give the recipient the option to add the case number and to request further review of the case.</li> </ul>	Lt. McShea will review the letter format and report back to the Board
13. Report on Website and bios		Ms. Bottka-Smith and Ms. Elefante met with personnel from the City Information Technology Department to talk about CPARB's web site. The City was cooperative and will be assisting with the basic development of the site. The details of how	

		<p>the website will be updated are still in discussion. Ms. Bottka-Smith emailed various items to be included on the web site such as annual report, CPARB Rules and Regulations, and Red Tag Letter. Ms. Bottka-Smith reminded the board members to complete their bios for the website.</p> <ul style="list-style-type: none"> <li>• Ms. Bottka-Smith would like to have an item on next month's agenda to discuss and review the "Procedures for Review of Citizen Complaints" and the "CPARB Complaint Process Checklist."</li> </ul>	
14. Future Meetings and Agenda Items:		<p>Chair Hart stated that there were several items discussed at this meeting that will be considered for next month's agenda. Other suggestions were:</p> <ul style="list-style-type: none"> <li>- Evidence Handling</li> <li>- Information on training to college students on the coordination and difference between University of Arizona Police, Pima Community College Police and Tucson Police Department.</li> </ul>	
15. Report from the Chair / Announcements		Chair Hart reminded the Board to try to attend the August 11 <sup>th</sup> TPD semi- annual award ceremony.	
16. Adjournment: - Time: 7:20 p.m.	<p>MOTION by Ms. Elefante, second by Ms. Bottka-Smith to adjourn. Voice vote passed 6 to 0. Mr. Wills absent.</p>		

Pursuant to Mayor and Council direction (Regular Session, September 15, 1975) the Committee's minutes are transcribed in a summary style format. Expanded versions of certain specific items, as determined by the Chairperson of the Committee, will be provided upon request. These summary minutes comply with the requirements of the State's Open Public Meeting Law.

Verbatim Tape Record on file in City Clerk's Office Available upon Request